



**James City County
Request for Proposal 16-11065
Third Party Billing System**

DATE: June 13, 2016

ADDENDUM NO. 1

This Addendum provides responses to vendors' emailed questions.

The above referenced IFB is hereby amended and clarified as follows:

The following modifications, additions, and deletions are *hereby incorporated into the contract documents*.

Any additional project questions should be addressed to Jenise Howard, Purchasing Specialist via email at jenise.howard@jamescitycountyva.gov.

QUESTIONS:

1. Whether companies from Outside USA can apply for this? (like, from India or Canada)

Response: Yes, provided the firm can meet all requirements of the RFP and in accordance with United States laws.

2. Whether we need to come over there for meetings?

Response: Only if a meeting is requested.

3. Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)

Response: See response to Question 1.

4. Can we submit the proposals via email?

Response: No.

5. Can you confirm all the Back-end platforms that need to be integrated with at the County in regards to the bid?

Response: There is only PCI (SQL platform) that needs to be integrated to.



6. Can you confirm if Real-Time integration is required or an Automated batch CIF/Posting process is acceptable?

Response: Real time is great, Automated batch is required.

7. Can you provide any reports/Stats on the number of Credit card/debit card and echecks payments received today for the Treasurer?

Response: These numbers are NOT complete for FY16 (still need May and June). We currently do not accept echecks.

FY YTD TRANS	FY YTD REVENUE
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	FY YTD TRANS	FY YTD REVENUE
FY11	15626	\$7,605,411.61
FY12	20624	\$9,720,084.68
FY13	24908	\$13,110,548.52
FY14	28647	\$14,705,606.12
FY15	32424	\$16,677,481.34
FY16	19933	\$9,647,356.48

8. Can the county provide the number of Tax Bills issued and the dollar value of those Bill types (including Average Bill amount by Bill Type)?

Response: Taxes are billed twice a year. About 17,000 real estate bills and about 45,000 personal property bills are mailed in both May and November (due June and December). In addition, supplemental billings are mailed every other month and delinquent notices are mailed after each due date.

This Addendum 1 is incorporated into the Proposal Documents and will be made part of the resulting contract. Please acknowledge receipt of this Addendum in the space provided in the proposal form section of the Request for Proposal.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.